

ORDER FORM
for
COURT HEARING RECORDING
Northern District of Oklahoma

INSTRUCTIONS: Use this form to order cassette tapes or CD's of proceedings. Complete a separate form for each case number for which tapes or CD's are ordered. Use the TAB key to move to the next field. Click with the mouse to make checks in the desired boxes. When you have finished, print it out, sign and date it, and mail or bring the form to the Bankruptcy Clerk's office at the address shown below. If you are an **Electronic Filer** sign with your electronic signature and date. Save the form to a location where you can retrieve to attach during docketing.

You will be notified when your order is ready.

Debtor's Name:	Bankruptcy Case No	Adversary No (if applicable)	Court Date and Time Date: Time:
Ordering Party	Phone No	Mailing Address	
Portions Being Requested: Entire Hearing <input type="checkbox"/> Testimony of (Specific Witness) <input type="checkbox"/> Ruling Only <input type="checkbox"/> Other <input type="checkbox"/>			
Standard Cassette Tape (Before Nov. 19, 2002) <input type="checkbox"/>	Number of Copies	\$26.00 per Tape One meeting/hearing per tape Request for multiple meetings/hearings will require multiple tapes	Total Cost:
CD (After Nov. 19, 2002) <input type="checkbox"/>	Number of Copies	\$26.00 per CD One meeting/hearing per CD Request for multiple meetings/hearings will require multiple CD's	Total Cost:
CERTIFICATION By signing, I Certify that I will pay all charges upon Completion of Order _____ Signature _____ Date		PROCESSED BY: _____ Case Administrator _____ Date	
	DATE:	BY:	
ORDER RECEIVED			
COPY OF HEARING RECORDING ON CD:			
COPY OF HEARING RECORDING ON TAPE:			
DEPOSIT PAID \$ _____			
PARTY NOTIFIED TO PICK UP ORDER NAME:			
PARTY RECEIVED ORDER			
TOTAL CHARGES \$ _____			

UNITED STATES BANKRUPTCY COURT
Northern District of Oklahoma

Attn: Ecro Dept.
224 South Boulder Avenue, Suite 105
Tulsa, Oklahoma 74103

918-699-4000